

Approved
Eastern Virginia Local Human Rights Committee
Meeting Minutes
January 26, 2012

A meeting of the Eastern Virginia Local Human Rights Committee was held on Thursday, January 26, 2012, at St. Mary's Home for Disabled Children, 6171 Kempsville Circle, Norfolk, VA 23502.

Members Present:

Mr. Matthew Albright, Chair
Dr. Marcia Kennedy, Vice Chair
Ms. Denise Gordon, Secretary

Members Absent:

Mr. David Paige
Mr. George Amory

Providers Present:

Jacqueline Parker-Mazyck, SC/QMRP, Holiday House of Portsmouth, Inc
Ronnie Ratcliff, Holiday House of Portsmouth, Inc
Melanie Draughn, SW/HRC Liason, Holiday House of Portsmouth, Inc
Lucy Rotich, RN, BSN, MSA, Maryview Behavioral Medicine Center
Melanie Perez-Lopez, SW, St. Mary's Home for Disabled Children
Theresa Waldo, Psychologist, St. Mary's Home for Disabled Children
Ramon Corrales, AC Support Systems
Greg LeFever, Better Life Services, Inc.
Ronnie Brown, Owner, Community Options, LLC
LaTasha Holloway, Psalms Assistive Support Services, LLC
Jerome Taylor, Virginia Home Based Counseling

Providers Absent:

Douglas Newsome, Best Practices Coaching, Counseling, Consultation & Training LLC
Tonya Pulliam, The Bair Foundation
Lamar Lane, A Positive Living
Abey Malave, A Positive Living

Also Present Were:

Stewart Prost, Human Rights Advocate
Carmen Gerena, EVLHRC Liaison

I. Call to Order

Matthew Albright, called the regular session of the EVLHRC meeting to order at 9:16am, and Ms. Carmen Gerena, EVLHRC Liaison, recorded the minutes. A quorum of members was present, and the meeting, having been duly convened, was ready to proceed.

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II. **Approval of Meeting Agenda**

Meeting agenda was reviewed, it was noted that Holiday House's presentation should have been noted under new business not open forum for future reference, otherwise the Agenda is fine. The Agenda was approved, motion made by Dr. Marcia Kennedy and seconded by Ms. Denise Gordon.

III. **Review of Minutes**

A motion to accept the minutes was made by Ms. Denise Gordon and seconded by Dr. Marcia Kennedy.

IV. **Old Business**

There was no old business.

V. **New Business**

Mr. Albright expressed sorrow at the loss of Theresa Waldo's family member.

VI. **Program Updates**

a. **The Bair Foundation**

No representation

b. **Community Options**

Mr. Ronnie Brown stated that he did not have anything to report as they do not have any residents as of yet. Have been licensed already. Our site is in Portsmouth and we will be serving mentally challenged adults, as well as developmentally disabled. We are wheelchair accessible. Our capacity will be 4 for the first year.

c. **Counseling Interventions**

No representation

d. **Holiday House of Portsmouth, Inc**

Report was given for November 1, 2011 – January 2012 and copies of report were submitted. We have 28 individuals. We will review in Executive Session. We had 0 complaint cases this quarter and we had an unannounced visit from the Department of Behavioral Health and Development Services on November 10 with 1 citation which was corrected.

Ronnie Ratcliff passed out copies of a policy that regulates the use of the cameras which his facility plans to install in the common areas. 26 cameras will be installed, none of them in the bedrooms or bath rooms. The cameras will be fixed and unable to rotate. There will be no audio just video. The recordings will be kept for 30 days. The policy was submitted to the employee lawyer who then reviewed and approved the policy with some additions. The policy is currently being reviewed by the office of Licensure and Recertification. We were very careful to make sure that we protect and ensure confidentiality with the use of these cameras. This has been a decision that has been approved by our 9 member Board of Directors. I am presenting this policy here to the Human Rights Committee for your review and approval. After lengthy discussion with a period for questions and answers a

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motion was made to accept this Policy by Dr. Marcia Kennedy and it was 2nd by Ms. Denise Gordon. It went into vote and was unanimously accepted.

e. **Maryview Behavioral Medicine Center**

Catherine Williams the former director resigned and Lucy Rotich is the Interim Director for the time being. Report was given and copies of report were submitted for November 1, 2011- January 2012. Will review in Executive Session.

f. **Psalms Assistive Support Services**

Will be receiving their provisional license do not have any clients so far, so have nothing to report yet.

g. **AC Support System**

Ramon Corales presented and report was given. We have 4 clients. We received our full license in December.

h. **St. Mary's Home for Disabled Children**

Report was given and copies of report were submitted for November 1, 2011 – January, 2012. We have a current census of 79. We will be reviewing in executive session.

i. **Best Practices Coaching, Counseling, Consultation and Training, LLC**

No representation.

j. **Better Life Services**

Greg LeFever gave report. Currently have 38 consumers. We are an in-home support service.

k. **A Positive Living**

No representation.

l. **VA Home Based Counseling**

Jerome Taylor was stuck in traffic and he sent his report in advance. They are currently servicing 33 intensive in-home cases.

m. **Office of Human Rights**

Mr. Stewart Prost updated on the office, on November 29, 2011 we hired Narissa Rhodes as the newest advocate. She will be in Williamsburg. So we will have 2 advocates in Williamsburg Hillary Zanveld and Narrisa Rhodes, so you may be hearing from them from time to time. I will continue to work out of Chesapeake. Once Narissa Rhodes is fully trained we will be fully staffed. We are going to try to be out in the community more this year so you may see us come and visit from time to time especially if you are a new provider.

Wanted to review the reporting requirements to remind people of what they are. A number of you are starting to use the new forms. The new forms are to be used by everyone. The reports are to be standardized. Our next report will run from January 1 to March 31, April 1 to June 30, July 1 to September 30, and October 1

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to December 31. The other thing that a lot of people are forgetting is that there also is a requirement of an Annual Report. That was due January 15, 2012. It should have covered July 1, 2011 (to be fair, because that is when we started this process) to December 31, 2011. You can take your 2 quarter reports and add the numbers together. You can also attach your seclusion and restraint report that you send to Marianne Greenfield to that form. When the report ends you should be sending it to the committee in advance and in the part where you just have numbers and information you can e-mail that to the committee and to myself, also I need a copy of everything that you send to the committee. What that means is that you need to get those things to the committee, in advance. That is part of your Cooperative Agreement and part of the By-laws. We have been saying 2 weeks in advance, the 15th of the month following the report being due. The reason you want to do that is that way the committee has a chance to get an idea of items that they may want to bring into closed session in advance. So you need to be doing that, I will be watching for this the next go around and anyone who is not in compliance is going to receive a call from me and if they are licensed that may receive citations and if they are not licensed that can hold up their license. As far as doing the quarterly report, we found that the report form is not real clear. On the first page, provide details by date of occurrence of all cases including any required corrective actions under abuse, do that as a separate page. The reason being that this is public record. So this needs to be put on a separate sheet because of identifying initials. The part with the numbers you can e-mail it to me and the committee if you wish. If you have issue items that you are detailing they have to be either faxed or mailed, because email and internet are not secure. The other thing that I want to remind people of, on this form, is that on abuse allegations you provide all details of any abuse and neglect allegations and usually it is just a single paragraph just detailing what happened and what where the finding and so forth and under complaints the only thing you have to report is whether there was a violation, or whether there was a request for a fact finding hearing, or any corrective action plan. If you don't have any of those because you might have a complaint where someone made a complaint and you didn't find a violation or you resolved it informally, you don't have to report those on the form. A lot of you particularly if you are not licensed yet, you have a lot of zeros on here, even if you are not licensed you need to use this report form (on the 3rd page it says tell us about your licensing status) you need to fill these in as appropriate. If you have any policies talk about it on the 3rd page so the committee is aware that is one of the reasons you want to send it in. If you don't have the forms email me and let me know that you don't have the report forms and I will be happy to send it to you. At some point we are going to say this is your part as being an affiliate of the committee and this is your responsibility to do these things. So this is your notice, get these reports in on advance. Do them even if you are not licensed, so that everyone is aware and we will be contacting the provider who have not shown and find out where they are and if they are not ultimately going to get licensed they need to let us know so that we can take them off the affiliation and maybe make room for other affiliates.

As far as the status of the committee we talked a little about that. We have at this point Ms. Kennedy and Mr. Amory will be completing their second term at the end of June, so we will be saying good bye to them at that point. Mr. Albright and Mr.

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Paige are eligible for reappointment. Mr. Albright has already graciously submitted his application. So we need to recruit for a consumer – consumer being defined as someone who is receiving services for mental health, intellectual disability or substance abuse or has received such services in the past 5 years. The other position is a more general position, it can be anyone as long as they are not an employee of any of the programs. It can be a family member or someone who is concerned and is willing to come, learn, and participate and able to attend meetings. We will probably do training for new LHRC members twice this year now that we are more fully staffed. If you need applications please email me, but they are also on the DBHDS website. If you need an LHRC application it is also on the DBHDS website under the Human Rights tab on the left side of the screen. The minute you find someone that may be interested go ahead and have them fill out an application and forward it to me and I will see if we can get 2 of these folks together and they can interview them as a subcommittee right away, we don't have to wait until April and I would rather get it sooner than later, because I don't want to come up on July 1 and have 2 vacancies on this committee. Our committee currently is in excellent shape and we would like to keep it that way.

At 10:25am we had a recess for 10 minutes at which time the providers wanted to discuss administrative support.

VII. **Open Session**

We did not have any items to in open session.

VIII. **Closed Session for Human Rights Complaints, Abuse, Discrimination, Formal/Informal Complaints:**

Ms. Marcia Kennedy moved the EVLHRC into executive session pursuant to the Virginia Code Section 2.2-3711 A (4) for the purpose of reviewing behavior programming and client specific data and/or complaints, investigations for Holiday House of Portsmouth, Inc, Maryview, and St. Mary's Home for Disabled Children: see attached reports. Motion was made by Ms. Denise Gordon and seconded by Ms. Marcia Kennedy. All members present voted in favor of the motion. The motion was made to accept the information given during closed Executive Session and go into open session. All members present voted in favor of the motion.

Upon reconvening in open session, each member of EVLHRC certified that, to the best of each EVLHRC Member's knowledge, only public business matters lawfully exempted from statutory open meeting requirements, and only public business matters identified in the motion to convene the executive session were discussed in the executive session. See attached record of Executive Session.

IX. **Adjournment**

The meeting adjourned at 11:30 a.m.

Approved

X. **Next Meeting:**

The next meeting of the Eastern Virginia Local Human Rights Committee will be held on Thursday, April 26, 2012, at St. Mary's Home for Disabled Children, 6171 Kempsville Circle, Norfolk, VA 23502. St. Mary's Home for Disabled Children will provide refreshments.

Approved

Holiday House of Portsmouth, Inc. EVLHRC Executive Session Summary

Date of Meeting: January 26, 2012

Time of Meeting: 9:00a.m.

Location of Meeting: St. Mary's Home for Disabled Children

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1. Holiday House of Portsmouth went into Executive Session with the EVLHRC at 10:45a.m. Pursuant to Virginia Code 1.1-3711A for purpose of reviewing restrictive behavioral support plans, serious incidents, deaths and complaints. The following was reviewed and discussed with this committee: two individuals restrictive behavioral support plans, medications and quarterly data. There were no recommendations at this time.
 2. There was one allegation of abuse and two peer-on-peer investigations discussed in executive session for this reporting period. There were no formal complaints this quarter.
 3. The Chief Administrative Officer discussed with this committee the facility's plan to install video cameras in common areas. This committee approved the installation and use of video cameras.
 4. Holiday House of Portsmouth staff came out of Executive Session at 10:56a.m.

Submitted by: J. Mazyck, BS/QMRP
Support Coordinator

- HHP Facility Liaison is M. Draughn, Social Worker, Effective 9/1/11

Approved

Provider Annual Report of Human Rights Activities

Name of Provider: Holiday House of Portsmouth, Inc
Local Human Rights Committee: Eastern Virginia Local Human Rights Committee
Name of Provider LHRC Liaison: Melanie J. Draughn, BSW, QMRP
Name of Licensing Specialist: Nathan Woodard, Licensing Specialist
Number of individuals served by provider in this quarter: 28
Quarter: November 1, 2011-January 25, 2012

Status of Allegations of Abuse and Neglect

Number of Abuse Allegation cases: 2 (October 2011 & January 2012)
Cases Pending: 2
Cases Closed: 0

Total Counts Alleged by Type: Abuse

(2011)

Physical: 1 Sexual: _____
Verbal: _____ Neglect: _____
Neglect (Peer to Peer): 1 _____
Exploitation: _____
Other: _____ Restraint: _____

Total Counts Occurred by Type: (2012)

Physical: 1 Sexual: _____
Verbal: _____ Neglect: _____
Neglect (Peer to Peer): 1 _____
Exploitation: _____
Other: _____ Restraint: _____

Provide details, by date of occurrence, of all cases. Include any required Corrective Action.

One Allegation of Abuse: October 24, 2011 that will be discussed was discussed in Executive Session during the November 2011 Human Rights Meeting.

One Peer to Peer Investigation that occurred November 27, 2011 that will be discussed in Executive Session in the January 2012 meeting.

One Allegation of Abuse that occurred on January 5, 2012 that will be discussed in Executive Session in the January 2012 Meeting.

One Peer to Peer Investigation that occurred on January 6, 2012 that will be discussed in Executive Session.

Approved

Status of Complaint Cases

Total of Complaint Cases: 0

Number of cases resulting in a violation: 0

Cases Pending: 0

Cases Closed: 0

Complaint Category Totals:

Assurance of Rights: 0

Dignity: 0

Services: 0

Participation in Decision Making: 0

Confidentiality: 0

Access to and Amendment of Services record: 0

Restrictions on Freedoms of Everyday Life: 0

Use of Seclusion Restraint and Time Out: 0

Work: 0

Research: 0

Complaint and Fair Hearing: 0

Determination of Capacity to give consent: 0

Authorized Representatives: 0

Complaint Resolution: 0

Reporting Requirements: 0

Complaint Resolution Level:

Number of complaints resolved in the Informal Process: 0

Number of complaints resolved in the Formal Process: 0

Below Director: _____

Director: _____

Commissioner: _____

LHRC: _____

SHRC: _____

Provide details, by date of occurrence, of all cases that resulted in the following:

- a violation,
- a request for fact-finding (LHRC hearing)
- a Corrective Action Plan

Approved

Additional reporting and review requirements as applicable:

Please provide information about your efforts to ensure that allegations of abuse and neglect and human rights complaints are captured and reported as required by the regulations.

Allegations of Abuse: *Holiday House of Portsmouth uses the following efforts to ensure allegations of abuse and neglect are captured as reported by the regulations. Upon receipt of any allegation of abuse or neglect this facility takes steps to protect the safety and welfare of the individual, suspend the suspected employee pending outcome of the investigation, ensure that Human Rights Advocate and Regulatory Authorities have been notified within a 24 hour time frame, and completed within a 5 day time frame. This facility notifies parents and child protective services.*

Human Rights Complaints: *A procedure is established to allow for individuals or their parents/ authorized representatives to present their dissatisfaction with any aspect of the Holiday House program, and to seek satisfactory redress and resolution. The Holiday house will make every attempt to resolve complaints at earliest possible step. The Holiday House of Portsmouth will provide assistance and support to individual with the complaint process.*

Provide information about any changes to your DBHDS licensing status including citations, service additions and closures.

Department of Behavioral Health and Developmental Services unannounced visit: 11/10/2011

Description of Noncompliance: **Provider failed to document annual human rights training for Staff #1 and #2 as required by the regulation.**

Corrective Action: The Social Worker will ensure that all Holiday House of Portsmouth Employees will receive annual competency based training in Human Rights initially at Employee orientation, and annually thereafter in the Month of February.

The Social Worker will ensure that all Holiday House of Portsmouth Employees will receive an overview and competency based test of the individual's human rights at the mandatory All Staff Meeting on November 16, 2011, for all staff to become compliant. These competency based evaluations will be scored and filed in the employee's personnel record, and documented on the facility's training roster. The Quality Improvement committee will review the Human Rights test on random employees each month to ensure compliance.

Approved

Provide information about any new or amended policies, procedures or program rules that could potentially impact the human rights of individuals receiving services through your organization including but not limited to, restrictions, restraints, seclusions and time-outs.

Electronic Monitoring and Recording Policy will be reviewed by the Chief Administrative Officer in open session January 2012 Meeting. (See Attached Policy)

Please list the actions you have taken to meet the provider's requirements under section 12 VAC 35-115-250 (A) related to support of the LHRC and recruitment of members as needed.

No actions this quarter

Quarterly Review of any Behavioral Plans involving the use of restraint or time out:

KA (Peek-a boo) Mitt

AP: (Protective Headgear)

Approved

Provider Quarterly Report of Human Rights Activities

Name of Provider: Maryview Behavioral Medicine Services
Local Human Rights Committee: Eastern Virginia LHRC
Name of Provider LHRC Liaison: Lucy Rotich, RN, BSN, MSA, Nurse Manager
Name of Licensing Specialist: Reginald Daye, Dept. of Behavioral Health and Developmental Services
Number of individuals served by provider in this quarter: November and December 2011 - 403
Quarter November 1, 2011 – January 20, 2012

Status of Allegations of Abuse and Neglect

Number of Abuse Allegation cases: 0
Cases Pending: 0
Cases Closed: 0

Total Counts Alleged by Type:

Physical: 0 Sexual: 0
Verbal: 0 Neglect: 0
Neglect (Peer to Peer): 0
Exploitation: 0
Other: 0 Restraint: 0

Total Counts Occurred by Type:

Physical: 0 Sexual: 0
Verbal: 0 Neglect: 0
Neglect (Peer to Peer): 0
Exploitation: 0
Other: 0 Restraint: 2

Provide details, by date of occurrence, of all cases. Include any required Corrective Action.

- 1) Complaint 11/24/11. AD, DOB: 1/22/1961. Complained staff telling patient what to drink and that staff did not check into her clothes that were being washed. Resolution by meeting with patient, personally checking her clothes being washed and explaining drinks were not available at the time and that was the reason staff encouraged patient to drink water. Investigation concluded staff did try to accommodate patient's needs and patient was treated with dignity and respect.
- 2) Complaint 1/5/2012. AY, DOB: 2/17/1979. Complaints regarding refusal to transfer care to Riverside, not being assigned a therapist, not being seen by a psychiatrist daily and not receiving adequate treatment. Investigation concluded complaints unfounded.

Approved

Status of Complaint Cases

Total of Complaint Cases: 2

Number of cases resulting in a violation: 0

Cases Pending: 0

Cases Closed: 2

Complaint Category Totals:

Assurance of Rights: 1

Dignity: 1

Services:

Participation in Decision Making;

Confidentiality:

Access to and Amendment of Services record:

Restrictions on Freedoms of Everyday Life:

Use of Seclusion Restraint and Time Out:

Work:

Research:

Complaint and Fair Hearing;

Determination of Capacity to give consent:

Authorized Representatives:

Complaint Resolution: 2

Reporting Requirements: 2

Complaint Resolution Level:

Number of complaints resolved in the Informal Process: 0

Number of complaints resolved in the Formal Process: 2

Below Director:

Director: 2

Commissioner:

LHRC:

SHRC:

Provide details, by date of occurrence, of all cases that resulted in the following:

- a violation,
- a request for fact-finding (LHRC hearing)
- a Corrective Action Plan

Approved

Additional reporting and review requirements as applicable:

Please provide information about your efforts to ensure that allegations of abuse and neglect and human rights complaints are captured and reported as required by the regulations.

Patients are provided with a copy of rights on admission and this is repeated as a part of program each day. Nurse managers, supervisors and directors are informed of any allegations by patient and investigates.

Provide information about any changes to your DBHDS licensing status including citations, service additions and closures.

None.

Provide information about any new or amended policies, procedures or program rules that could potentially impact the human rights of individuals receiving services through your organization including but not limited to, restrictions, restraints, seclusions and time-outs.

New policy on restraint prohibits 4 point restraint for children 12 and younger.

Please list the actions you have taken to meet the provider's requirements under section 12 VAC 35-115-250 (A) related to support of the LHRC and recruitment of members as needed.

Quarterly Review of any Behavioral Plans involving the use of restraint or time out:

Approved

Provider Quarterly Report of Human Rights Activities

Name of Provider: Virginia Home Based Counseling and Virginia Support Services, P.C. (PWFC)

Local Human Rights Committee: EVLHRC

Name of Provider LHRC Liaison: Jerome Taylor

Name of Licensing Specialist: _____

Number of individuals served by provider in this quarter: 35-40

Quarter: 4th (10/1-12/31/11)

Status of Allegations of Abuse and Neglect

Number of Abuse Allegation cases: 0

Cases Pending: _____

Cases Closed: _____

Total Counts Alleged by Type:

Physical: _____ Sexual: _____

Verbal: _____ Neglect: _____

Neglect (Peer to Peer): _____

Exploitation: _____

Other: _____ Restraint: _____

Total Counts Occurred by Type:

Physical: _____ Sexual: _____

Verbal: _____ Neglect: _____

Neglect (Peer to Peer): _____

Exploitation: _____

Other: _____ Restraint: _____

Provide details, by date of occurrence, of all cases. Include any required Corrective Action.

Approved

Status of Complaint Cases

Total of Complaint Cases: _____ 0 _____

Number of cases resulting in a violation: _____ 0 _____

Cases Pending: _____

Cases Closed: _____

Complaint Category Totals:

Assurance of Rights: _____

Dignity: _____

Services: _____

Participation in Decision Making: _____

Confidentiality: _____

Access to and Amendment of Services record: _____

Restrictions on Freedoms of Everyday Life: _____

Use of Seclusion Restraint and Time Out: _____

Work: _____

Research: _____

Complaint and Fair Hearing: _____

Determination of Capacity to give consent: _____

Authorized Representatives: _____

Complaint Resolution: _____

Reporting Requirements: _____

Complaint Resolution Level:

Number of complaints resolved in the Informal Process: _____

Number of complaints resolved in the Formal Process: _____

Below Director: _____

Director: _____

Commissioner: _____

LHRC: _____

SHRC: _____

Provide details, by date of occurrence, of all cases that resulted in the following:

- a violation,
- a request for fact-finding (LHRC hearing)
- a Corrective Action Plan

Approved

Additional reporting and review requirements as applicable:

Please provide information about your efforts to ensure that allegations of abuse and neglect and human rights complaints are captured and reported as required by the regulations. **N/A**

Provide information about any changes to your DBHDS licensing status including citations, service additions and closures. **N/A**

Provide information about any new or amended policies, procedures or program rules that could potentially impact the human rights of individuals receiving services through your organization including but not limited to, restrictions, restraints, seclusions and time-outs. **N/A**

Please list the actions you have taken to meet the provider's requirements under section 12 VAC 35-115-250 (A) related to support of the LHRC and recruitment of members as needed. **N/A**

Quarterly Review of any Behavioral Plans involving the use of restraint or time out:

Approved

Provider Quarterly Report of Human Rights Activities

Name of Provider: St. Mary's Home for Disabled Children _____
Local Human Rights Committee: Eastern Virginia LHRC _____
Name of Provider LHRC Liaison: Melanie Perez-Lopez (St. Mary's HDC) / Stewart Prost _____
Name of Licensing Specialist: Dennis Riddick/ Nate Woolard _____
Number of individuals served by provider in this quarter: 79 _____
Quarter 2nd _____

Status of Allegations of Abuse and Neglect

Number of Abuse Allegation cases: 0 _____
Cases Pending: 0 _____
Cases Closed: 0 _____

Total Counts Alleged by Type:

Physical: _____ Sexual: _____
Verbal: _____ Neglect: _____
Neglect (Peer to Peer): _____
Exploitation: _____
Other: _____ Restraint: _____

Total Counts Occurred by Type:

Physical: _____ Sexual: _____
Verbal: _____ Neglect: _____
Neglect (Peer to Peer): _____
Exploitation: _____
Other: _____ Restraint: _____

Provide details, by date of occurrence, of all cases. Include any required Corrective Action.

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Status of Complaint Cases

Total of Complaint Cases: _____ 0 _____

Number of cases resulting in a violation: _____

Cases Pending: _____

Cases Closed: _____

Complaint Category Totals:

Assurance of Rights: _____

Dignity: _____

Services: _____

Participation in Decision Making; _____

Confidentiality: _____

Access to and Amendment of Services record: _____

Restrictions on Freedoms of Everyday Life: _____

Use of Seclusion Restraint and Time Out: _____

Work: _____

Research: _____

Complaint and Fair Hearing; _____

Determination of Capacity to give consent: _____

Authorized Representatives: _____

Complaint Resolution: _____

Reporting Requirements: _____

Complaint Resolution Level:

Number of complaints resolved in the Informal Process: _____

Number of complaints resolved in the Formal Process: _____

Below Director: _____

Director: _____

Commissioner: _____

LHRC: _____

SHRC: _____

Provide details, by date of occurrence, of all cases that resulted in the following:

- a violation,
- a request for fact-finding (LHRC hearing)
- a Corrective Action Plan

Approved

Additional reporting and review requirements as applicable:

Please provide information about your efforts to ensure that allegations of abuse and neglect and human rights complaints are captured and reported as required by the regulations.

No change since last report.

Provide information about any changes to your DBHDS licensing status including citations, service additions and closures.

No change since last report.

Provide information about any new or amended policies, procedures or program rules that could potentially impact the human rights of individuals receiving services through your organization including but not limited to, restrictions, restraints, seclusions and time-outs.

No changes since last report.

Please list the actions you have taken to meet the provider's requirements under section 12 VAC 35-115-250 (A) related to support of the LHRC and recruitment of members as needed.

No changes.

Quarterly Review of any Behavioral Plans involving the use of restraint or time out:

See attached summary.

Approved

EVLHRC QUARTERLY MEETING DATES AND LOCATIONS

1 ST Quarterly Meeting	9:00 a.m., Thursday January 26, 2012	St. Mary's Home for Disabled Children 6171 Kempsville Circle Norfolk, VA 23502
2 nd Quarterly Meeting	9:00 a.m., Thursday April 26, 2012	St. Mary's Home for Disabled Children 6171 Kempsville Circle Norfolk, VA 23502
3 rd Quarterly Meeting	9:00 a.m., Thursday July 26, 2012	St. Mary's Home for Disabled Children 6171 Kempsville Circle Norfolk, VA 23502
4 th Quarterly Meeting	9:00 a.m., Thursday October 25, 2012	St. Mary's Home for Disabled Children 6171 Kempsville Circle Norfolk, VA 23502